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## INFORMATION NOTE

### Revised deadlines for applications from organizations for admission as observers to the UNFCCC process

I would like to inform Parties and observer organizations of changes to the deadlines for applications from organizations for admission to the UNFCCC process.

Admission of observer organizations to UNFCCC sessions is governed by Article 7, paragraph 6, of the Convention and by established practice, whereby observer organizations are required to provide proof of possessing independent juridical personality, of competency in matters related to the Convention and of their non-profit and/or tax-exempt status in a Member State of the United Nations, of one of its specialized agencies or of the International Atomic Energy Agency or in a State party to the International Court of Justice.

The secretariat prepares, for consideration by the Conference of the Parties (COP), a document containing a list of new applicant organizations that satisfy the requirements set out in the Convention, the draft rules of procedure being applied<sup>1</sup> and established practice.

The members of the Bureau receive the list of such new applicant organizations ahead of the issuance of the COP document and the applicant organizations are advised of their provisional admission, based on which they make arrangements for travel and accommodation to attend sessions, on the understanding that the final authority for their admission as observers rests with the COP. The COP is finally invited, at the 1st meeting of its session, to accord observer status to the organizations listed in the COP document.

**Distribution:** To Parties and observer States through national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.  
To United Nations Secretariat units and bodies, specialized agencies and related organizations.  
To all intergovernmental organizations and non-governmental organizations admitted as observers by the Conference of the Parties.

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<sup>1</sup> FCCC/CP/1996/2.



In recent years, the interest of the public in the UNFCCC process has increased, and so have applications for admission to the UNFCCC process, as has been reported to the Subsidiary Body for Implementation.<sup>2</sup> As the number of applicants increases, the diversity of stakeholders broadens, and the quality of applications varies widely. This requires closer review of each application document and a substantial amount of communication with the applicant organizations.

However, to ensure that Parties have sufficient time to review official documents, it is important for the secretariat to meet the document deadline in August/September. In order to meet this deadline, the list of organizations recommended for admission needs to be forwarded to the Bureau in July/August. Given the limited resources allocated for reviewing an increasing number of application materials, and bearing in mind the work required for the preparation and servicing of the first sessional period, the current March deadline does not allow for a thorough assessment of stakeholder organizations interested in the UNFCCC process.

In the light of the importance of enabling the participation of new observers and in the interest of efficient use of limited resources, I have decided that the deadlines for applications for admission shall be brought forward.

In order to ensure an incremental change in the deadlines, the deadline for applications for admission by COP 20 will be brought forward by two months, namely from 1 March 2014 to 31 December 2013. From the next year on, the deadline for applications for admission will be 31 August of the previous year; that is, 31 August 2014 for admission by COP 21 in 2015 and 31 August 2015 for admission by COP 22 in 2016. The new deadlines will be shown on the UNFCCC website. Please keep these changes in mind when advising interested organizations on applying for admission.

I am confident that this will allow more effectively participation of new observer organizations in the process, which will in turn contribute to advancement of the negotiation process.

Yours sincerely,

*(Signed by)*

Christiana Figueres

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<sup>2</sup> FCCC/SBI/2010/8, paragraph 33; FCCC/SBI/2011/6, paragraph 37; FCCC/SBI/2012/11, paragraphs 31– 32; FCCC/SBI/2013/4, paragraph 29.